

AFFIDAVIT OF CANCELLATION REQUEST

LOUISIANA REVISED STATUTES 47:1991

Upon a statement of the facts made under oath, verified and approved by the assessor of the parish or district in which the property is situated, that the assessment is a clerical error, or an erroneous or double assessment, or that the property is exempt by the Louisiana Constitution from taxation, the affidavit being accompanied by the rendition made by the taxpayer on such property for the current year, where the affidavit explains the clerical error; shows in detail the erroneous assessment; and shows the assessment number in the double assessment; the Tax Commission shall authorize and direct the collector to correct the assessment on the roll on file in his office. Additionally when such notification is issued, the Tax Commission shall authorize and direct the recorder of mortgages to change the inscription of the tax mortgage.

STATE OF LOUISIANA
PARISH OF

Before me, the undersigned notary, personally came and appeared the undersigned taxpayer/agent, who being duly sworn, deposes and says:

THAT the following described property was adjudicated to the State of Louisiana on _____ for unpaid property taxes assessed for tax year _____ in the name of _____ ;

THAT said adjudication was recorded on _____ in COB _____ FOLIO _____ , et seq in the conveyance records of _____ Parish, Louisiana; and

THAT said adjudication appears erroneous for the following reason:

All taxes that were due and owing on the subject property for tax year _____ were assessed and paid in the name of _____ , Assessment No. _____ , and proof of payment of said taxes prior to the adjudication of said property to the State is attached.

THEREFORE, for the reason stated above, it is requested that this tax sale/adjudication to the State of Louisiana be cancelled.

Signature of Taxpayer/Agent: _____
PRINTED NAME

Sworn to and subscribed before me this _____ day of _____, 20 _____.

Notary Public

Approved: _____
Assessor PRINTED NAME

Approved: _____
Sheriff/Tax Collector PRINTED NAME

SUBMIT THIS ORIGINAL WITH \$10.00 FEE TO:
State Land Office, P.O. Box 44124, Baton Rouge, LA 70804, Attn: Tax Section
Ph. (225) 342-4580

To effect cancellation of an adjudication to the State of Louisiana:

- 1) The applicant/agent must complete the top portion of the Affidavit of Cancellation as directed and obtain the signature approvals of both the tax assessor and sheriff/tax collector for the parish where the property is located. **Please note that the signature of the taxpayer/agent must be notarized.**
- 2) The completed affidavit and a check or money-order made payable to the State Land Office in the amount of ten dollars (\$10) should be submitted to the Tax Section at the address on the form.
- 3) A Certificate of Cancellation will be prepared by the State Land Office and returned to the applicant.
- 4) **The applicant is responsible for placing the Certificate of Cancellation of record with the Clerk of Court for the parish wherein the property is located.**
- 5) **To ensure the adjudication is cleared from all records, the applicant MUST return a certified copy of the recorded document to the State Land Office.**